



JOHN McMAHON, SHERIFF



San Bernardino County Sheriff's Department Concealed Weapons Permit Policy

The San Bernardino County Sheriff's Department may issue concealed carry weapons permits to law-abiding residents of San Bernardino County. In accordance with Penal Code 26150, all residents of San Bernardino County may submit an application for a concealed carry weapons permit (CCW) to the Employee Resources Division.

1. Applicant must be a United States Citizen and full time resident of San Bernardino County.
2. Applicant must be 21 years of age.
3. Applicant must submit the California Department of Justice (DOJ) Standard Application, the Residence History form, Employment History form, and the Notarized form (The Standard Application, all required forms and application instructions are located on the Sheriff's Department website, <http://cms.sbcounty.gov/sheriff/CCWFAQ.aspx>).
4. All required items must be submitted at the time of the applicant interview; this will expedite the department's determination of the applicant's "Residency and Good Moral Character". All forms should be completed prior to the CCW appointment, but not signed or dated until instructed to do so while at the appointment.
5. Once the on-line application has been submitted, the Sheriff's Department Employee Resources Division will contact the applicant for an interview appointment.
6. Immediately following the interview appointment, the applicant will be directed to the Sheriff's Department records division to be fingerprinted.
7. The applicant will be given the paperwork to attend the firearms safety course (required per Penal Code 26165 and in accordance to DOJ guidelines).
8. The DOJ allows a maximum of three firearms to be listed on your CCW.
9. The standard CCW permit must be renewed every two years.

STANDARD CCW PERMIT FEES

Only MONEY ORDERS, payable to the San Bernardino County Sheriff's Department or DOJ (where applicable) will be accepted. The following two money orders are due at the time of the interview appointment:

- (1) Fingerprinting - **\$108.00** (payable to SBSD)
- (2) 20% of the administrative / background fees - **\$29.20** (payable to SBSD)

After the successful completion of the paperwork process and firearm safety course, a third money order for **\$116.80**, the remainder of the administrative / background fee, is due when the applicant picks up his or her permit at the Employee Resources Division. (payable to SBSD)

FIREARMS SAFETY COURSE

Per Penal Code 26165, the DOJ requires CCW permit applicants to attend a specified course of training prior to the issuance of a new or renewal permit. Courses are provided through the San Bernardino County Sheriff's Department at the following costs:

SHERIFF'S RANGE - The firearms safety course fees are **\$100.00** (payable to SBSD); this does not cover ammunition for the firearms you have listed on your CCW for the course. Payment is due the day of the firearm course.

APPLE VALLEY GUN CLUB - The firearms safety course fees are **\$100.00** (payable to SBSD); this does not cover ammunition for the firearms you have listed on your CCW for the course. The Apple Valley Gun Club charges an additional fee of **\$25.00** (payable to the AV Gun Club) for the use of their facility.

OTHER CCW PERMIT TYPES AND FEES

RENEWALS – (Due every two years)

DOJ - **\$52.00**

SBSD (administrative processing fee) - **\$37.00** (payable to SBSD)

SBSD (renewal class training fee) - **\$25.00** (payable to SBSD)

Modifications can be made at the time of renewal without an additional fee.

ACTIVE RESERVE/SHERIFF'S RANGER – (due every four years)

Modifications can be made at the time of renewal without an additional fee.

JUDGE/COMMISSIONER – (due every three years)

DOJ - **\$74.00**

SBSD (administrative processing fee) - **\$37.00** (payable to SBSD)

SBSD (renewal class training fee) - **\$25.00** (payable to SBSD)

Modifications can be made at the time of renewal without an additional fee.

RETIRED FEDERAL OFFICER – (For the term of the Sheriff)

DOJ - **\$117.00**

SBSD (administrative processing fee) - **\$37.00** (payable to SBSD)

Modifications can be made at the time of renewal without an additional fee.

Applicants must sign up for the class when renewing a CCW permit and must complete the class before the license is renewed.

Fees are subject to change for Reserves, Judges, Volunteers, and Retired Federal Officers. Reserves do not need to attend a safety class, but must show current range card.

MODIFICATIONS

The fee to modify a CCW permit is **\$15.00** (payable to SBSD); this administrative fee is for adding or removing a firearm, etc. The applicant must schedule an appointment with the Sheriff's Range and demonstrate proficiency with any new weapons. CCW permits can be modified once per year. There is no charge for a change of address modification.

ITEMS AND DOCUMENTATION

RESIDENCY

Required paperwork – all paperwork needs to be in the applicant's name showing a current address. All of the following documents are required:

Current California Drivers License or Identification Card; Utility bill in your name from within the last three months, (e.g., gas, water, electric or trash -- *home phone bills or cell phone bills are not accepted*) AND Grant Deed or Rental agreement in your name); Original Birth Certificate (Certified); Copy of military discharge DD214 form (if applicable).

GOOD MORAL CHARACTER

Work History

Arrest History – must be free of disqualifying criminal convictions, per pages 12 & 13 of the DOJ Standard Application.

A background investigation is conducted, including a neighborhood check.

GOOD CAUSE

The applicant must provide “good cause” to carry a concealed weapon.

A concealed weapons permit will not be issued for any employment-related purposes. For example, a CCW will not be issued for employment of security guard, etc.

DISQUALIFICATION

Applicants may be disqualified for the following reasons:

- Conviction of any felony crime or other disqualifier as listed on pages 12 & 13 of the DOJ Standard Application.
- Making a knowingly false statement in the DOJ Application.
- Failing to meet the “Good Moral Character” or “Residency” requirements.

PERMIT HOLDER AGREEMENT

The permit holder shall agree to abide by the following terms for carrying a concealed weapon. Failure to do so shall result in the immediate suspension or revocation of the CCW permit.

- A permit holder shall notify SBCSD Employee Resources Division, in writing, of any changes of address within ten days (Penal Code Section 26210b).
- A permit holder shall surrender the CCW permit and concealed weapon to any peace officer upon demand.
- If contacted by a peace officer for any reason, the permit holder shall immediately announce that he/she is carrying a concealed weapon and has a permit to do so.
- Permit holder shall not unnecessarily display or expose the concealed weapon for any reason.
- Should the permit holder display or utilize the concealed weapon, they shall notify the SBCSD Employee Resources Division within 5 days. The notification shall be both a verbal notification and in writing and shall include the

circumstances surrounding the use of the weapon, and shall include a police report number regarding the incident.

- The permit holder shall not carry a concealed weapon while taking prescription medication that is likely to impair judgment, behavior, or dexterity.
- The permit holder shall not carry a concealed weapon while consuming any alcoholic beverages or carry a concealed firearm while at a business where the primary purpose of the business is to dispense alcohol.
- The permit holder shall notify SBCSD Employee Resources Division immediately upon arrest and/or conviction of any felony or serious misdemeanor, including offenses involving being under the influence of alcohol or drugs.
- The permit holder shall notify SBCSD Employee Resources Division immediately if he or she becomes the subject of any domestic violence investigation or court order/restraining order.

THE SHERIFF HAS THE DISCRETION TO REVOKE A CONCEALED WEAPONS LICENSE (CCW) PURSUANT TO PENAL CODE SECTION 26195.